



Chandler • Arizona
Where Values Make The Difference

Civil Engineering Preliminary Plat Submittal Form

Log No.: _____

Date: _____

Project:			
Location:			
Engineering firm:		Contact person:	
Reviewed by:		Phone #	

Please attach this checklist to all submittals. All items marked "Required" must be included. **Incomplete submittals will be rejected.** The preliminary plat must be approved prior to submittal of improvement plans or final plat.

First Submittal

Required	Provided	Item
✓	_____	This form.
✓	_____	Engineering firm transmittal sheet.
✓	_____	Evidence of Pre-Site or Conceptual Subdivision meeting.
✓	_____	Certificate of area with boundary closure calculations.
✓	_____	Fourteen (14) prints, 24" x 36".
✓	_____	1" = 200' scale reproduction.
✓	_____	Two (2) preliminary title reports (current within the last 6 months).
✓	_____	Two (2) preliminary drainage reports.
✓	_____	Planning review fee: \$500 plus \$5 per lot.
✓	_____	Engineering review fee (per Section 47-6 of the City Code).
✓	_____	Street cleanup fee (per Section 47-7 of the City Code).
	_____	One ALTA survey map.
	_____	Phase I Environmental Site Assessment.

Submittal of these items will facilitate the project approval process.

Resubmittals

Required	Provided 2 nd Submittal	Provided 3 rd Submittal	Item
✓	_____	_____	This form.
✓	_____	_____	Engineering firm transmittal sheet.
✓	_____	_____	Three (3) prints, 24" x 36".
✓	_____	_____	Two sets of updated preliminary drainage reports.
✓	_____	_____	Redlines, comment sheets, checklists, forms and applications from previous reviews.
✓	_____	_____	One 8 ½ x 11 transparency or P.M.T.

Mailing Address:
P.O. Box 4008, MS 406
Chandler, Arizona 85244-4008

**Planning and Development Department
Development Services Division
Civil Engineering Plan Review Section
215 E. Buffalo St., Chandler Arizona 85225**

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